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# Campus News June 22, 2007

La Salle University

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# Campus News

La Salle University's Weekly Information Circular

June 22, 2007

## **Department: ADP**

The Academic Discovery Program (ADP) invites the La Salle community to join the incoming ADP freshmen for a cook-out on Friday, June 22, at the South Campus Gazebo from 3:15-4:30 as they begin the annual summer program.

Thirty-eight freshmen will take courses in Math, Writing, Critical Thinking, and Study Skills, as well as participate in workshops, tutoring sessions, counseling (individual and group), field trips and on-campus activities.

The ADP is a special admissions program, jointly funded by the Commonwealth of Pennsylvania (Act 101) and La Salle. For the most part, our students are highly motivated, have SAT's below the national average, have significant financial need, and are from the Philadelphia public and parochial schools. While we attempt to select the very best students from these high schools (three this year are the number one students in their high school classes), we also are looking for other students who have potential and could benefit from the caring community that is La Salle. The majority (79%) of the ADP students are female, 42% are African American, 13 % are White, 26% are Latino/a, and 18% are Asian.

Our ADP students usually work hard and perform well at La Salle. For example, the mean cumulative GPA for last year's freshman class at the end of the Spring term was 3.00.

If you are free this Friday afternoon, please stop by the South Campus Gazebo to welcome these ADP students to La Salle.

# **WALT FULLER BASKETBALL CAMP**

**AT  
LA SALLE UNIVERSITY  
TOM GOLA ARENA**

**Date: July 30<sup>th</sup> – August 4<sup>th</sup>, 2007**

**Time: 9:00 am – 3:00 p.m.  
\*\*Lunch Included\*\***

**Where: La Salle University – Tom Gola Arena**

**Who: Boys ages 7-17**

**Cost: 160.00/per camper  
\*\*Discount for La Salle Faculty and Staff - - \$145.00\*\***

**Contact: Walt Fuller 215-951-1518**



## Employment

*La Salle University is a Roman Catholic university in the tradition of the De La Salle Christian Brothers and welcomes applicants from all backgrounds who can contribute to our unique educational mission.*

### **Senior Audio Visual Installation Engineer – Multimedia Services**

Multimedia Services at La Salle University seeks a Senior Audio Visual Installation Engineer.

The Senior Installation Engineer will be responsible for the installation, care and ongoing maintenance of all La Salle University audio visual equipment, including related control systems and, in cooperation with Information Technology staff, presentation computers. The Installation Engineer will collaborate with other professional and student staff as necessary to perform all aspects of the role, including:

- Develop and implement a system for intake of new A/V system projects.
- Research and specify equipment; design integrated systems; create requests for proposals to purchase equipment from vendors/suppliers; purchase and maintain inventory of equipment.
- Rack or otherwise mount equipment, run and terminate cable, and perform any other work necessary to configure and implement designed systems.
- Plan and perform (or coordinate as needed) ongoing maintenance, replacements and repairs.
- Provide leadership to student workers and full time staff for an organized approach to rapid end-user support and development of their technical skills.
- Ongoing professional development in specific related technical skills and project management.
- Other duties as assigned. Occasional evening and/or weekend hours may be required.

The Senior Installation Engineer should have at least three years' experience in an AV technical service and installation role including specific experience in all elements of essential duties, including the management or supervision of installation projects, preferably with a commercial AV integrator. Demonstrated technical talent, including working technical understanding of video projectors and mounts; audio and video switchers; audio systems; cabling terminations and best practices; IP, RS-232 and IR based control systems is required. Experience with AMX programming, CTS-I certification and AutoCAD (or other design software) experience is preferred.

Candidates should also demonstrate excellent verbal and written English communication skills, be adept at mathematics necessary for the job and be able to effectively use Microsoft Office as a productivity tool. The ability to lift and carry up to 50lbs, climb ladders, effectively use tools requiring high dexterity and normal vision with or without correction are all required.

This full-time position offers a competitive salary and benefits package, including tuition remission.

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To apply, send a cover letter, resume, salary requirements, and three references to:

Steve Fabiani  
Executive Director, Technology Learning Resources  
La Salle University  
1900 West Olney Avenue  
Philadelphia, PA 19141  
Application materials may also be e-mailed to [fabiani@lasalle.edu](mailto:fabiani@lasalle.edu).

Applications will be reviewed as they are received until the position is filled.

La Salle University is an Equal Opportunity and Affirmative Action Employer.



**Employment**

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**Assistant Director/Counselor – Student Financial Services**

The La Salle University Office of Student Financial Services has an opening for an Assistant Director/Counselor. This position requires the candidate to perform student financial counseling for students and to assist in the awarding and verifying process. This candidate will assist the Director in the administration of all Title IV, State, and Institutional Aid programs.

A Bachelor's degree, computer literacy, and a commitment to customer service are all required. Fluency in Spanish preferred. Title and salary dependent upon experience with full benefit package including tuition remission.

Interested candidates should e-mail a resume to:

Michael R. Wisniewski  
Director of Student Financial Service  
Wisniews@lasalle.edu

Review of resumes will begin immediately.

**Employment**

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**Administrative Assistant I**  
**Office of Admission and Student Financial Services**

La Salle University Office of Admission and Student Financial Services seeks to fill an opening for Administrative Assistant I. The Office of Admission is responsible for handling all incoming prospective students and their families including campus visits and admission applications. Main responsibilities of this position will be data entry of all academic documentation required of applicants to La Salle. Other duties include, but are not limited to; answering phones and greeting prospective families.

Applicants should be computer literate, detail oriented, and possess a commitment to providing excellent customer service. This position also requires strong communication skills and a professional demeanor. Banner experience is a plus.

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**Qualified applicants should submit a resume and cover letter to:**

**Melissa Yogis**  
**Associate Dean of Admission**  
**1900 West Olney Avenue**  
**Philadelphia, PA 19141**

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**Employment**

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**Secretary I**

La Salle University's Department of Food Service, currently has an opening for a Full Time 12-month Secretary I. Responsibilities include handling all departmental phone calls, typing Catering function sheets, entering Catering charges, routing mail, coordinate duplicating, printing and mail requests, and maintaining supplies for office copier, laser printer & fax.

Previous experience in a similar administrative capacity preferred. Knowledge of Word, Excel and Banner software is desirable. Candidate should be an energetic, detail-oriented person and possess excellent organizational and communication skills.

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Interested candidates should submit resume and references to:

Stephen Greb  
Director of Auxiliary Services  
1900 West Olney Avenue  
Philadelphia, PA 19141-1199  
greb@lasalle.edu

**AA/EOE**

**Employment**

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**Administrative Assistant II**

The School of Nursing and Health Sciences is seeking to fill the position of Administrative Assistant II. Qualified applicants should possess a working knowledge of Microsoft Office for Windows (Microsoft Word, Excel, and Access), effective communication skills, organizational abilities for maintaining compliance records and data, ability to maintain absolute confidentiality for healthcare records, and assistance with overall programmatic needs. High School Diploma/GED required.

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Applicants should submit a resume, salary requirements, and two employment references to Zane Robinson Wolf, PhD, RN, FAAN, Dean, School of Nursing and Health Sciences, La Salle University, School of Nursing and Health Sciences, Box 808, 1900 West Olney Avenue, Philadelphia, PA 19141. Phone 215-951-1413, 1489 and FAX 215-951-1896.

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**Campus News Procedures****Procedures for Submitting Items for Inclusion in the Campus News**

All Information must be submitted electronically as text by selecting a web form located in the **Campus News channel** in the mylasalle portal (located in the **Staff Services Tab**).

- Accompanying graphics may be submitted separately in the following manner:
  - via e-mail to the **campusnews@lasalle.edu**. The article title must be included in the subject line of the e-mail.
  - via 1/4 floppy disk or CD
  - will be limited to one per article, unless a specific need for additional graphics is articulated. (EX: If La Salle and another organization partner for an event, the logos of both La Salle and the partnering organization would certainly be permissible.)
- PLEASE NOTE THE FOLLOWING: Graphics submitted may be resized to fit the document layout. Logos, signatures, and other graphics that are likely to be used frequently can be kept on file for future use. Please add a comment to this effect when you submit your graphic.

**If you have any questions or need assistance...**

We realize that the community is being asked to work a bit differently in terms of submitting articles to be included in the Campus News.

By supplying standard web forms for your use, we are attempting to create efficient processes that will make it easier for you to submit articles. For example, employment postings will be automatically routed to the appropriate individuals in Human Resources for review prior to being sent to the Campus News.

If you need assistance with submissions, please contact **James Jordan** at 215-991-3668 or [jordan01@lasalle.edu](mailto:jordan01@lasalle.edu)

**Sam Pino** at [pino@lasalle.edu](mailto:pino@lasalle.edu) (X1039)  
Mail and Duplicating

**James Jordan** at [jordan01@lasalle.edu](mailto:jordan01@lasalle.edu) (X3668)  
Multimedia Services

**Deadlines for Submission**

- General News, Meeting Minutes, Events, and Other News: **Wednesday at 4:00 PM**
- **NEW!** Positions of Employment at La Salle University: **Monday at 2:00 PM**